

CONNECTICUT DEPARTMENT OF CORRECTION

Correctional Counselor Trainee

Open To: Department of Correction Employees
Location: Statewide Vacancies
Hours: 1st Shift, Monday – Friday (**may require occasional evening hours**)
Salary: \$42,789 - \$56,369
Closing Date: June 24, 2014

Minimum Qualifications:

Candidates must possess knowledge of individual and group behavior, knowledge of the relationship between corrections and social, economic and cultural issues. Candidates need excellent interpersonal skills and oral and written communication skills.

Eligibility Requirement:

Candidates must possess a Bachelor's or Master's degree in counseling, psychology, sociology, criminal justice, law enforcement, human services or social work. All degree requirements must be met at the time you apply.

Note:

Candidates will receive training on caseload management, group facilitation, parole and community services, programming offered by the DOC, caseload time management and classification. Candidate will perform a greater number of specific and complex counselor duties and maintain a larger caseload as skills are acquired through training. Candidates may conduct groups as part of their position.

Special Requirement:

1. Incumbents in this class may be required to speak a foreign language.
2. Incumbents in this class may be required to travel.

Preferred Experience:

Group counseling experience. Experience with computers. Ability to manage large caseloads. Organizational skills. Knowledge of referrals in the community for offender re-entry.

Note:

The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules. State employees should be aware that your performance appraisals, attendance records and discipline records will be reviewed to ensure that you meet DOC Administrative Directive 2.3 <http://www.ct.gov/doc/LIB/doc/PDF/AD/ad0203.pdf> .

Application Instructions:

Only those candidates who meet the above requirements should submit a cover letter, resume, an application for Employment (CT-HR-12) which is available at http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf and your last two (2) Performance Evaluations. Candidates must also submit a copy of your transcripts to determine eligibility for this position.

Kathy Callahan, Human Resources Specialist
Department of Correction- Recruitment Office
24 Wolcott Hill Road
Wethersfield, CT 06109
Fax: (860) 692-6864

The State of Connecticut is an equal opportunity employer and strongly encourages the applications of women, minorities and persons with disabilities.

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